

ACADEMIC FORGIVENESS APPLICATION

The Academic Forgiveness Program is only available to students who have been separated from the College for at least five consecutive (5) years. Once granted "forgiveness," certain academic restrictions will apply. Please read the accompanying *Academic Forgiveness Program Policy and Guidelines* and schedule an appointment with an academic advisor before submitting this application.

Name: _____ **Date:** _____

ID# _____ **Phone:** _____

Address: _____

City: _____ **State:** _____ **Zip:** _____

Date of re-enrollment: _____

Dates of prior enrollment: From: _____ **To:** _____

I understand and accept the conditions of the Academic Forgiveness Program as outlined in the accompanying *Academic Forgiveness Program Policy and Guidelines*.

Student's Signature

Date

I hereby certify that I have met with this student and that he/she has met all guidelines for academic forgiveness.

Name of Advisor (Please Print)

Advisor's Signature

Date

Dean's Signature

Date

OFFICE USE ONLY

Academic Forgiveness Granted:

Signature of Provost/VP for Academic Affairs

Date

Date Processed: _____

Initials: _____

Signature of Director of Student System Records

Date

CC: Student
Advisement Center
Academic Dean

Provost/VP for Academic & Student Affairs
Records and Registration
Financial Aid

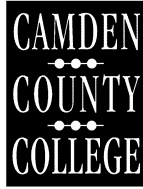
ACADEMIC FORGIVENESS PROGRAM POLICY AND GUIDELINES

Academic Forgiveness offers a fresh start to students who have been separated from the college for **a period of at least five consecutive (5) years** and who wish to re-enroll. Under this policy, the student's grade point average begins with the new matriculation date; however, the former record will remain on the transcript. The student will retain the credits for any course(s) in which a grade of *C* or better was earned. A maximum of 30 credits earned prior to academic forgiveness may be applied to the student's present degree.

This opportunity is offered once during a student's career at Camden County College. Further information can be obtained from the Advisement Center, College Community Center room 100, (856) 227-7200, ext. 4454.

The following guidelines apply:

1. The student's cumulative grade point average is reset at 0.0 and begins with the new matriculation date.
2. The original academic record remains on the transcript, with a notation that academic forgiveness was granted on the date of re-enrollment.
3. Credits for courses in which a grade of *C* or better was earned may be applied to the present degree or program. Although a maximum of 30 credits earned prior to academic forgiveness may be applied to the student's present degree or program, the student must specify which credits will be brought forward and applied to the present degree or program at the time of application.
4. Academic forgiveness can be granted only once during a student's entire career at Camden County College. A student who has completed a degree at Camden County College is not eligible for academic forgiveness.
5. Students granted academic forgiveness may achieve semester honors, but may not graduate with honors.
6. Credits awarded through evaluation (Transfer, CLEP, Life-Learning Experience, in-house examination, military experience and Advanced Placement) are not altered by this program, regardless of date received.
7. If academic forgiveness is granted, by federal regulation, the Financial Aid Office must include all courses attempted in evaluating a student's satisfactory academic progress (SAP). Therefore, students deemed to have unsatisfactory academic progress (USAP) for financial aid purposes and who receive academic forgiveness, will need to file an appeal and document mitigating circumstances. There will be no "automatic" eligibility for aid based on the academic forgiveness.
8. A student receiving benefits from the Veterans Administration will not be reimbursed for repeating courses which had been passed.
9. This policy applies to Camden County College records only. In the case of transfer to another institution, students will be bound by that college's terms and conditions for accepting transfer credits.
10. To apply, students must complete an Academic Forgiveness Application and meet with an academic advisor, who will ensure that the guidelines are met. The advisor will forward the student's application and a copy of the student's transcript to the appropriate academic dean. Students must then meet with their academic dean. After meeting with the student, the academic dean will forward the application and student transcript to the Provost for final approval.
11. Students will be notified in writing when their application is approved.



ACADEMIC FORGIVENESS APPLICATION PART II
CREDITS TO BE APPLIED TO DEGREE

NAME: _____

ID #: _____

CURRENT DEGREE PROGRAM: _____

A maximum of 30 credits earned prior to academic forgiveness may be applied to the student's present degree. Only credits for courses in which a grade of C or better was earned may be applied to the present degree or program. The student must specify which credits will be brought forward and applied to the present degree or program at the time of application.

Table with 3 columns: Course Number, Course Title, # of Credits. Rows 1-12 for course entry and a final row for 'Total credits to be applied to present degree:'.

If my request for academic forgiveness is approved, I am requesting that the courses listed on this form be applied to my degree program as listed above.

Signature: _____

Date: _____